

Memorandum



TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: March 6, 2006

Re: Minutes of the March 2, 2006 Finance Committee Meeting

Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on March 2, 2006, at 5:30 p.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: Beth Ledgerton, Treasurer, presented the Treasurer's Report for the Finance Committee's consideration.

County Attorney's Report: Tracy Gallehr, County Attorney's Office, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2006

- 1. Sheriff's Office - \$11,666**
 - a. \$1,638 from State Share of Forfeiture Proceeds – Department of Criminal Justice Services' fund was approved for appropriation to the Sheriff's Office for drug enforcement purposes.
 - b. \$10,028 from Insurance Reimbursement was approved for appropriation to the Sheriff's Office for the repair of damaged vehicles.
- 2. Airport - \$2,000**

\$2,000 from a State Virginia Department of Aviation grant was approved for appropriation to the Airport to purchase trail mowers.
- 3. County Administration - \$369,556**

\$369,556 from Culpeper County reimbursement was approved for appropriation to the Public Safety Radio Capital Fund for related expenses.

Transfers:

None

Regular Agenda

Supplemental Appropriations:

FY 2006

1. **School Division - \$166,750**
 - a. \$20,000 from the Food Service Fund Balance was approved for appropriation to the Food Service operating budget for the purchase of an oven for Liberty High School.
 - b. \$146,750 from completed projects in the Capital Fund was approved for appropriation to the Schools operating budget for trailer purchase, renovation and relocation.
2. **Warrenton-Fauquier Joint Communications Center (WFJCC) - \$9,850**

\$9,850 from WFJCC Fund Balance was approved for appropriation for WFJCC accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA).

Transfers:

None

De-appropriation

School Division – (\$944,724)

\$944,724 in Capital Fund projects (HVAC, Modular Units and Bus Replacement) was recommended for **de-appropriation** due to the School Board's adjustments to the School Division budget after the Board of Supervisors adopted the FY 2006 Budget. Their adjustment reduced the original amount of funding to the CIP.

Comments

1. **Budget: Bryan Tippie, Budget Director**
 - a. Health Insurance – Health insurance costs for January increased 7.9% over same period in the prior year. Average monthly expenditure for FY 2006 is \$894,736. Mr. Tippie informed the Committee that, to date, this has been a good year regarding the health insurance. It is being projected that possibly only a 7.5% increase in funding will be needed for next year.
 - b. Revenue Report – There were a few small changes from the January Revenue Committee report. Currently revenue is projected to be \$770,000 above the FY 2006 revised revenue projections.

2. Parks & Recreation: Larry Miller, Director

- a. Lake Brittle – Mr. Miller will meet with the State regarding their intentions for Lake Brittle and will report on these results at the April Finance Committee Meeting.
- b. Ball Field Light Poles – Mr. Miller reported that the ball field light poles were inspected and five (5) poles in three (3) fields were rejected. These three (3) fields are currently closed to the public due to safety concerns. The poles will be removed March 14th in order for the fields to be reopened. The approximate cost to replace these five (5) poles is \$35,000. The remaining light poles should not need replacing for ten (10) more years. Mr. Miller stated the Parks & Recreation Department has reserved funding within their Comprehensive Maintenance Program to support the cost of replacement. Mr. Graham advised Parks & Recreation to set aside funds yearly for the replacement of other light poles.

3. County Administration: Tony Hooper, Deputy County Administrator

Independent Audit Services – Mr. Hooper advised the Committee that a committee of County and School personnel interviewed three (3) auditor firms and made a recommendation to hire Cherry Bekaert & Holland, L.L.P. A Resolution for a contract between the Board of Supervisors and Cherry Bekaert & Holland, L.L.P. will be presented for approval at the March 9, 2006 Board of Supervisors' meeting.

4. General Services: Bryan Tippie for Tom Boyer, Operations

Alice Jane Childs Building Parking Lot – Comprehensive Maintenance Plan (CMP) funds will be used to repair the parking lot drainage problem. If possible, the CMP will be replenished by year end. Approximate cost is \$50,000 for all design and survey costs.

**The next Finance Committee Meeting will be
April 6, 2006 at 4:00 p.m.**